

**NEWPORT COUNTY CONVENTION & VISITORS BUREAU
BOARD OF DIRECTORS MEETING**

Tuesday September 13, 2011

12:00pm

Gateway Information Center

3rd Floor Meeting Room

MEETING MINUTES:

The meeting was called to order at 12:07 pm by Chairman Len Panaggio.

BOARD MEMBERS IN ATTENDANCE WERE:

Len Panaggio, Greg Fater, Susan Coogan, Stephen Coyne, Laurie Stroll, Susan Samson, Rocky Kempenaar, Karen Oakley, Daniel Braun, Marlen Scalzi, Katie Wilkinson, Stephan Brigidi, Pieter Roos, Jeff McDonough, Ed Silveira, Jon Cohen,

BOARD MEMBERS ABSENT & EXCUSED WERE: Bill Enos, Lisa Speidel

BOARD MEMBERS ABSENT & NOT EXCUSED WERE: none

STAFF PRESENT WERE: Evan Smith, Cathy Morrison, Tim Walsh, Deb Gatta, Ellen Crawley

GUESTS PRESENT WERE: Terry Horsley, representing The Newport Daily Record, filmed the meeting.

Assisted by Carolee Ward.

Evan Smith announced that board member Bill Enos has resigned.

I. PREVIOUS MEETING MINUTES:

The previous meeting minutes for August 9, 2011 were reviewed. A motion to accept the minutes was made by Greg Fater and seconded by Karen Oakley. The motion passed unanimously.

II. TREASURER'S REPORT:

The financial report for August, 2011 was read by Stephen Coyne. City Bed Tax for June, 2011 was up .86%, YTD. Regional Bed Tax was down 9.34%, YTD for a combined YTD Bed Tax of -1.27%. He reviewed the revenues and expenses for the month of August, 2011. A motion to accept the Treasurer's report for August was made by Stephen Coyne and seconded by Greg Fater. The motion passed unanimously.

III. PRESIDENTS REPORT:

Evan Smith reported on the following:

- The impact hurricane Irene had on the City of Newport.**
- Labor Day weekend was a huge success with many events taking place.**

IV. STAFF REPORTS:

A. SALES & TOURISM:

Tim Walsh reported on the status and upcoming events for the Sales Department.

B. OPERATIONS:

Cathy Morrison reported on the status and upcoming events for the Information Center.

V. COMMITTEE REPORTS:

A. FACILITIES:

Stephen Coyne reported on the following:

- The Facilities Committee met on 9/7/11 and reviewed the completed audit presented by Sansiveri, Kimball & Co.**
- The audit report was presented to the board members for review. Discussion followed. A motion to accept the completed audit report was made by Stephen Coyne and seconded by Susan Samson.**

B. SALES & GOVERNANCE:

Laurie Stroll reported on the following:

- The new name for the NBCCVB has been decided, Discover Newport.**

- **Greg Fater will be handling the legal aspects of the name change.**

Discussion followed.

- **She & Kathryn Farrington reviewed proposals for the new 2012 NBCCVB Travel Guide.**

VI. UNFINISHED BUSINESS:

Evan Smith discussed the development of the Tour/Sightseeing Tax to be in effect 10/1/2011 and his concerns and his efforts to support repeal of the bill. Discussion followed.

VII. NEW BUSINESS:

- **Evan Smith stated he is currently waiting for renewal notification for the board seats for Jamestown & Bristol.**
- **Evan asked the board their opinion on alternating time of board meetings from 5 meetings at 8am and 5 at 12pm. Discussion followed and a poll was taken. 12 noon was the decision.**

VIII. ADJOURNMENT:

A motion to adjourn was made by Greg Fater and seconded by Karen Oakley. The motion passed unanimously. The meeting adjourned at 1:20pm.

The next board meeting will be

Tuesday, October 11, 2011

At the Gateway Information Center

3rd floor meeting room